

MVAC Minutes for December 13, 2000

- Meeting was called to order at 9:35 am. Introductions around the table.
- Usage Codes. The revised codes were approved for use. Please have code changes into SFM within the next couple of months so that SFM can map the code changes and have time to reconcile any differences. We intend to use these new codes for this FY. SFM will also need to revise the usage reports as each code now has a different minimum mileage requirement.
- FY 2000-01 Rate Changes. Linda Summers from Central Services addressed the MVAC regarding rate changes for December's billing. Since SFM had a negative \$1M fund balance from last fiscal year primarily due to rising fuel expense which SFM could not fully recover, the State Controller has told SFM to correct this problem. SFM is therefore enacting a rate increase effective with December's billing to increase the management fee from \$10 to \$17 per month. The \$17 was budgeted for by OSPB so the money should be in each agency's budget. Exceptions are some agencies already paying a higher fee and any agency not budgeted. The variable rate will increase by \$.02 per mile. As SFM gets the fund balance issue resolved and there is too much being recovered, SFM will reduce the mileage rates. To offset this increase, SFM through OSPB and the department's budget officer have put in for a fuel supplemental that will affect each agency. Written notice and backup was previously sent to all vehicle coordinators and budget officers.
- FY 2001-02 Reconciliation. All agencies have not turned in their requested electronic spreadsheets to Rick Malinowski and OSPB regarding budget reconciliation. Agencies voiced concern over why they had to do what was being asked when SFM should have the information. SFM is complying with OSPB in their effort to reconcile agency budgets. SFM needs to have this completed and back from OSPB so that a list of vehicles can be quantified for FY 01-02.
- FY 2000-01 Vehicle Orders and finance rates. SFM is working on generating purchase orders for the new vehicles. Any agency that has not turned in its specifications should do so immediately. The funding has been bid and SFM has awarded this year's contract to Koch Financial. As soon as all signatures are complete on the contract, purchase orders will be let. SFM has new interest rates ranging from 5.81% (24 months) to 5.95% (72 months).
- Other issues:
 - Roger Friedrich from Human Services questioned reconciliation between CARS and COFRS data and billing. SFM will investigate and report back.
 - Voyager will be sending new cards as the expiration date on current cards ends Feb. 28, 2000. It is very important to get the message out to all drivers that they need to destroy the old cards and start using the new cards on March 1, 2000. The old cards will not be valid. Any issues contact Marcella Paul at SFM.
 - SFM will be conducting its annual inventory of vehicles around January. We plan to use either the mileage log and/or master vehicle list as in the past. This did not seem to be a problem for the MVAC.
 - **We will try a new start time of 9:00 am per recommendation to start earlier. Please note in your calendars. Next meeting is scheduled for January 10, 2001.**

- SFM wishes everyone a happy and healthy New Year.

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